



MINUTES

REGULAR CALLED MEETING OF THE COMMUNITY DEVELOPMENT (Type B) CORPORATION

Tuesday June 9, 2015 at 6:30 PM

Cedar Park City Hall Council Chambers

450 Cypress Creek Road, Building Four, Cedar Park, Texas 78613

BOARD OF DIRECTORS

- | | |
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| <input checked="" type="checkbox"/> Kaden Norton, Place 1 | <input checked="" type="checkbox"/> President David Burger, Place 2 |
| <input checked="" type="checkbox"/> Vice President Brian Rice, Place 5 | <input checked="" type="checkbox"/> Bob Lemon, Place 4 |
| <input checked="" type="checkbox"/> Secretary Dustin Weibel, Place 3 | <input checked="" type="checkbox"/> Ryan Wood, Place 6 |
| | <input checked="" type="checkbox"/> Mel Kirkland, Place 7 |

- A.1 CALL TO ORDER, QUORUM DETERMINED, MEETING DECLARED OPEN**
President Burger called the meeting to order at 6:34 PM noting that all board members were present.
- A.2 Consider Approval of the Minutes.**
a) May 12, 2015 Regular Called Meeting.
Director Weibel moved to approve the minutes from the May 12, 2015 regular called Board meeting. Director Wood seconded the motion and it passed with a 7-0 vote.
- A.3 Citizen Communications**
(Not For Items Listed On This Agenda. Three Minutes Each. No Deliberations With 4B. The Board May Respond With Factual Information.)
- A.4 Board Members' Opening Comments**
Director Rice commented on the Bond Task Force meeting from the night before and thanked staff for their work on that. Director Burger asked that everyone to keep communities affected by recent floods in their thoughts.
- A.5 Presentations.**
a) Update And Progress Report On Bell Boulevard Redevelopment Study by Katherine Caffrey, Assistant City Manager.
Director Rice recused himself for items A5 and D2.

Katherine Caffrey, Assistance City Manager, provided the Board with an update on the Bell Boulevard Redevelopment Study. She explained that as part of the study a lot of public input has been sought. Feedback showed that the public voiced the most support for the "picket" redevelopment option that would relocate Bell Blvd east along the railroad tracks; however this

feedback was given before cost estimates were completed. The workgroup therefore has indicated that they would like to see two redevelopment options fully fleshed out: the “picket” and the less expensive “board on board” option.

She explained that two fully vetted options will better enable the workgroup to make a recommendation regarding redevelopment of this area, however this will have an additional cost above what was originally allocated for this project. She requested that the Board allocate an additional \$60,000 to expend the current contract to fully vet these two design options.

B.0 STAFF REPORTS (DISCUSSION ONLY)

B.1 Finance Report – Aaron Rector, Assistant Finance Director

- a) Report On FY 2014-2015 Revenues, Expenditures, And Fund Balance.
- b) Preview Of 2015-2016 Preliminary Expenditures and Revenue Projections.

Aaron Rector, Assistant Director of Finance, provided the Board with an overview of FY 2014-2015 revenues, expenditures and fund balance and provided the Board with a preview of next fiscal year’s revenue and expenditure projections. He explained that in last month’s quarterly report there was an unanticipated dip in sales tax revenue. Staff have begun looking into this and have identified that this dip is coming in from the building supplies category. All other categories look fine, and staff will continue to look into this to try to determine the cause. He explained that while the Board has been provided with a monthly report in their packet, there are no significant changes from last month’s report.

Staff explained that 2015 projected expenditures are expected to exceed revenues due to economic development deals. 2016 revenues are shown to slightly exceed anticipated expenditures. The FY 16 anticipated revenue is \$5,426,053 which is the same as the FY15 projected revenue and is \$163,465 (or 3.11%) higher than the FY15 budget. These estimates are considered conservative, and may be increased the board moves through the budget process over the next few months. He explained that there are \$2,000,000 in proposed FY16 economic development projects, \$1,300,000 of transportation projects, \$700,000 of parks projects, \$300,000 of community identification projects and \$150,000 of corridor enhancement projects.

Due to the fact that projected FY 16 revenues will exceed FY 16 expenditures, the Board would adopt a balanced budget which will enable the Board to fund additional projects as they arise throughout the year.

The Fund balance at September 30, 2015 is expected to be \$11,594,348 and it currently expected to grow to \$11,734,297 by Sept 30, 2016.

C.0 PUBLIC HEARINGS

- a) Public Hearing On A Proposed Project For CAMPO Funding Under The Transportation Alternatives Program In The Amount Of \$450,000 (Tom Gdala, Senior Engineering Associate)

Tom Gdala with the City’s engineering department reminded the Board of the details of this project which would improve trail connectivity through the creation of an extension to the Brushy Creek Regional Trail. If Cedar Park is selected for funding, the City would be required to provide 100 percent of funding up front and would then receive reimbursement of up to 80 percent of construction costs.

The estimate for the entire project is \$450,000 with construction costs accounting for up to up to \$360,000. The City would receive reimbursement up \$288,000 with a net local expenditure for \$162,000.

No public comments received.

D.0 DISCUSSION AND POSSIBLE ACTION

- D.1 Consider A Resolution Authorizing Funding Of A Proposed Project For CAMPO Funding Under The Transportation Alternatives Program In The Amount Of \$450,000

Director Wiebel moved to authorize the President to execute the resolution recommending the project to City Council for approval and authorizing funding in the amount of \$450,000. Director Lemon seconded the motion and it passed with a 7-0 vote.

- D.2 Consider A Resolution Approving An Amendment To The Agreement With Design Workshop, Inc. In An Amount Not To Exceed \$60,000 And Approving Funding To The City With Community Development Funds For Such Expenditure.

Director Wood moved to authorize the President to execute a resolution recommending funding for an Addendum to the Consultant agreement with Design Workshop to City Council for approval in an amount not to exceed \$60,000. Director Burger seconded the motion and it passed with a 7-0 vote.

- D.3 Consider For Proposed Projects/Programs Submitted For Fiscal Year 2015-2016 Community Development Corporation Funding Consideration.

a. Economic Development - Phil Brewer/Larry Holt

- 1) Consider A Proposal For Funding For Potential Economic Development Incentive Projects In An Amount Of \$2,000,000.

Larry Holt, Assistant Director of Economic Development, told the Board that there are 8 active projects for this year. Represent 3800 jobs and over 10 million in incentive proposals out for consideration. He requested \$2,000,000 be allocated in FY16 for economic development projects.

b. Community Enhancements

Community Development – Duane Smith

- 1) Consider A Project Proposal For Funding The Corridor Enhancement Program In The Amount Of \$150,000.

Duane Smith, Tourism and Community Development Manager, requested that the Board allocate \$150,000 for the corridor enhancement program. He explained that this is the amount that was allocated in FY15.

Parks Department – Curt Randa

- 2) Consider A Project Proposal For Funding Milburn Park Improvements In The Amount Of \$350,000.
 3) Consider A Project Proposal To Fund The Purchase And Installation Of A Playscape At Nelson Park In An Amount Of \$50,000.
 4) Consider A Project Proposal To Provide Renovations At Buttercup Pool Bathhouse In The Amount Of \$150,000.

- 5) Consider The Design and Construction Of Dog Park 2 At A Site To Be Determined In The Amount Of \$150,000.

Curt Randa, Director of Parks and Recreation, requested that \$700,000 be allocated for FY16 Parks Projects. He provided the Board with an overview of 4 parks projects they would plan to pursue with that funding.

The department would like to make a variety of improvements at Milburn Park such as volleyball improvements, signage improvements, BMX track improvements and improvements to the Milburn community garden. These improvements at Milburn Park are expected to cost \$350,000.

The Parks department would also like to purchase and install a new and improved playscape in Nelson Park for \$50,000.

The Department proposes to make renovations to the Bathhouse (new doors, new windows, ADA accessible water fountain, improved fixtures, and improved flooring surfaces), which is expected to cost \$150,000.

\$150,000 of the requested funds would be used to fund a second dog park on the East side of the City. Staff explained that the current dog park is heavily used and second dog park on the other side of the city would be more convenient for many of the current dog park users and would relieve some of the pressure on the current dog park.

Engineering And Transportation – Darwin Marchell/Tom Gdala

- 6) Consider A Project Proposal For A Dedicated Right Turn Lane At Brushy Creek & Vista Ridge In The Amount Of \$250,000.
- 7) Consider A Project Proposal For A Dedicated Right Turn Lane At Brushy Creek & Lynnwood In The Amount Of \$250,000.
- 8) Consider The Design And Construction Of a Right Turn Lane At Lakeline & Old Mill In The Amount Of \$250,000.
- 9) Consider Improvements To The Median Break At Discovery Boulevard And Whitestone Boulevard (RM 1431) In The Amount Of \$200,000.
- 10) Consider A Project Proposal For The Design And Construction Of The Sidewalk Gap Closure Phase 4 Project In The Amount Of \$350,000.

Darwin Marchell, Director of Engineering, requested that \$1,300,000 be allocated for pedestrian and transportation projects. He provided the Board with an overview of the 5 projects the Board proposes to accomplish with that funding. First the department plans to create a Dedicated Right Turn Lane At Brushy Creek & Vista Ridge which is anticipated to cost \$250,000. The Department plans to create a Dedicated Right Turn Lane at Brushy Creek & Lynnwood which is anticipated to cost \$250,000. The department plans to Design and Construct a Right Turn Lane At Lakeline & Old Mill which is expected to cost \$250,000. The department plans to install a median break at Discovery Boulevard and Whitestone Boulevard which is expected to cost \$200,000. The department proposes to close several sidewalk gaps as part of a 4th phase of the sidewalk gap closure project. While the department has not yet definitively identified which locations can be accomplished with the requested \$350,000, he provided the Board with a list of 6 potential sites which include:

- Bell Blvd between Whitestone Blvd and Walton Way
- Hatch Road south of RR620
- Cottonwood Creek at Medical Parkway
- Iris Lane north of Heather Lane

- Pedestrian ramps at Giddens Elementary
- Pedestrian ramps at several alleys in Carriage Hills

c. Community Identification

Field Operations – Eric Rauschuber

- 1) Consider A Project Proposal For Funding Of Pole Mounted City Street Logo Signs, Phase 1 At Various Locations In Cedar Park In The Amount Of \$300,000.

Eric Rauschuber, Public works Director, requested \$300,000 be allocated for Community Identification projects in FY16. He explained that some street signs in the City are older, have smaller letters, and are not UV coated making them very difficult to see at night. This project proposes to replace some of these signs with new signs that display the City logo, have larger letters, are easier to see at night and are more durable than the current signs. To replace all of the older signs in the city this entire project would be expected to cost \$1,126,500. This first phase would cover \$300,000 for the purchase of raw sign materials and to pay seasonal labor to create and install some of these outdated signs. It is expected that additional phases of this project would be undertaken in future years.

d. Destination City

- 1) No Project Applications Submitted For Consideration Under This Category

- D.4 Consider Recommendation On Projects To Be Considered For Board Funding From 2014-2015 Funds And Authorize Staff To Publish Appropriate Notices For Consideration At the July 14, Board Meeting. **The Board indicated that they would like to move forward with Milburn Park Improvements that were proposed for 2016 at this time in the amount of \$350,000.**

Director Rice moved to authorize staff to set a date for a public hearing and to publish the 60-day project notice for consideration of the proposed Milburn Park Improvement Project by the Board at the July 14th Board meeting in the amount of \$350,000. Director Lemon seconded the motion and it passed with a 7-0 vote.

- D.5 Consider Time And Date For A Community Development Board Budget Workshop. **The Board indicated that they did not feel that a budget workshop will be necessary, but requested that this item be considered at the Board's next regular scheduled meeting just in case.**

- D.6 Consider Excuse Of Absences. (None)

E.1 **LIAISON UPDATES / REPORTS – DISCUSSION ONLY**

F.1 **ADMINISTRATIVE ITEMS**

(Board members and staff may discuss items related to the board member's general duties and responsibilities. The Board may not take a vote or other action on any item other than to obtain a consensus regarding how items are to be placed on future agendas for formal action.)

- a) Delegate Report on Council Actions Directly Related to Items Of April 23, 2015 City Council Meetings.

Staff reported that the VUV Analytics economic development incentive contract was approved.

- b) Director And Staff Comments

Staff said they felt the meeting went very well.

- c) Board Member Closing Comments

None.

- d) Board Member Requests For Future Agenda Items

The Board requested an Executive Session for to get Economic Development information. The Board would also like an item for the Milburn Improvement project on the next agenda. An Item providing an overview of the City Council Retreat was requested. The Board also requested an item to allow Board member to update the full Board on developments related to the Bond Task Force.

- e) Designate Representatives To Attend Council Meetings On May 21, June 11, and June 25, 2015.

Director Norton volunteered to attend the June 25th meeting.

Next Regular Scheduled Board Meeting **Tuesday, July 14, 2015 At 6:30 P.M.** In The Cedar Park Council Chambers At 450 Cypress Creek Road, Building Four.

G.1 ADJOURNMENT

The meeting adjourned at 8:45 P.M.

PASSED AND APPROVED THIS THE 14th DAY OF JULY, 2015.


David Burger, President

ATTEST:


Dustin Weibel, Secretary

AFFIDAVIT OF RECUSAL

THE STATE OF TEXAS §
COUNTY OF WILLIAMSON §

I, Brian D. Rice as a member of the Cedar Park Community Development (Type B) Corporation Board of Directors make this affidavit and hereby on oath state the following:

I have, or a person related to me in the first degree by consanguinity or affinity has, a substantial interest that may receive a special economic effect that is distinguishable from the effect on the public by a vote or decision of the (city council/board/commission) as those terms are defined in Chapter 171 of the Local Government Code. The business entity or real property is:

[Name and Address of Business or Description of Property or Agenda Item(s) and Date]

[“I” or name of relative and relationship]

(have/has) a substantial interest in this business entity or real property for the following reasons (circle all which are applicable):

1. the interest is ownership of 10%, or more of the voting or shares of the business entity or owns either 10% or more or \$15,000 or more of the fair market value of the business entity;
2. funds received from the business entity exceed 10% of _____(my/her/his) gross income for the previous year;
3. real property is involved and _____(I/he/she) (have/has) an equitable or legal ownership with a fair market value of \$2,500 or more.

Signed this _____ day of _____, 20__.

Signature of Elected or Appointed Public Official

Title

BEFORE ME, the undersigned authority, this day personally appeared _____
(name of affiant) and by oath stated that he facts hereinabove state are true and correct to the best of (his/her) knowledge or belief. Sworn to and subscribed before me on this _____ day of _____, 20__.

Notary Public, State of Texas

****OR****

STATEMENT OF RECUSAL

In accordance with Section 11.09(a) of the City Charter which requires recusal if an elected or appointed officer of the City acts in any way which places or tends to place personal interest in conflict with the interest of the City, I state that I have such conflict and I hereby recuse myself from any discussions or voting involving Agenda Items A.5 and D.2 on the Community Development (Type B) Corporation Agenda dated June 09, 2015.

Witness

Signature of Elected or Appointed Public Official

Date

